

**CITY OF LODI
INFORMAL INFORMATIONAL MEETING
"SHIRTSLEEVE" SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, AUGUST 22, 2000**

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, August 22, 2000 commencing at 7:05 a.m.

A. ROLL CALL

Present: Council Members – Land, Nakanishi, and Mayor Mann

Absent: Council Members – Hitchcock and Pennino

Also Present: City Manager Flynn, Deputy City Attorney Schwabauer and City Clerk Blackston

B. CITY COUNCIL CALENDAR UPDATE

The weekly calendar was submitted to the Council, verbal reading was waived.

C. TOPIC(S):

1. Presentation by Central Valley Waste Services regarding Waste Reduction Audits

Public Works Director Prima introduced Sharon Blaufus, Management Analyst II, and noted that she has taken on the role of Solid Waste Coordinator for the City.

Ms. Blaufus announced that a household hazardous waste disposal event will be held on August 25 and 26 at Salas Park from 9:00 a.m. to 3:00 p.m. She reported that the City's overall diversion rate shown in the 1991 annual report was approximately 30%. The diversion rate of the solid waste that is processed through the materials recovery facility on Turner Road is approximately 36%. The residential rate is over 50%, and industrial diversion is 48%. Not captured in the 8% commercial rate are what these businesses are recycling, reusing, or composting.

Alex Oseguera, District Manager for Central Valley Waste Services (CVWS), stated that they have been working with businesses in the City of Lodi to increase recycling rates to be over 50%, which is required by AB939. CVWS will design and implement a public outreach program to increase awareness and participation in source reduction.

Tom Sanchez, Regional Manager of CVWS, reported that the state has required all municipalities to develop a Source Reduction Recycling Element (SRRE) plan describing how they will meet the 50% recycling requirement. He explained that the state has made several changes to the law of recycling. He described the different methods of measuring waste. The "disposal method" measures only what went into the landfill, or what did not go into the landfill. The "waste generation" method attempts to capture all waste that is generated. He gave examples of source reduction such as: savings in waste by duplexing copies, packaging products in bags instead of boxes and Styrofoam, or using cloth diapers instead of disposable. He stated that as weight is reduced, recycling credit is gained if a formal plan is in place. Mr. Sanchez explained that CVWS is trying to develop a measuring tool for source reduction already being done by businesses, but which is not currently being counted. CVWS has trained six auditors who will visit businesses and look for recycling that is already taking place, make recommendations for improvements, assist in implementing programs, and conduct follow-up. The audits will help establish a new base year, which will be compared with the figures from 1990. Mr. Sanchez expressed confidence that with this program the City of Lodi will meet the 50% recycling mandate for the year 2000.

In response to Mayor Pro Tempore Nakanishi, Mr. Sanchez reported that the City was supposed to be in compliance by January 2000. The State has given all municipalities an opportunity for an extension. Once an extension is granted, as was done for Lodi, determination must be made on how to mitigate being out of compliance. This will be done by auditing waste and re-writing the SRRE. Mr. Sanchez reported that once the extension expires, and notice is given by the state, the penalty for being out of compliance is \$10,000 a day.

Mr. Prima commented that there is no charge to customers, or for the City of Lodi, for the audits. CVWS is taking on this project as part of their overall corporate program to showcase the services they can offer.

In reply to City Manager Flynn, Mr. Sanchez reported that up until 1998, Lodi had achieved the state's recycling goal. After that time, the state changed the formula and some items that can be counted for credit were eliminated. Contaminated soils are no longer counted for credit. He stated that commercial customers produce about 60% of the waste.

2. Presentation regarding the Regional Fire and Emergency Medical Services (EMS) Dispatch Center

City Manager Flynn reported that the proposed new dispatch center will increase the response time for emergency service by the Fire Department and will reduce the number of people needed to provide dispatch services.

Council Member Land expressed concern that control will be lost by centralizing services.

Fire Division Chief Raddigan explained that during a self-assessment study two years ago, the Department looked at their emergency communications systems. During high traffic incidents, the staffing at the dispatch center is strained to provide the adequate management of both fire and police traffic. It was determined that the existing dispatch system would be unable to meet the needs of a large-scale disaster. He explained that the police/fire dispatch center is managed entirely by the Police Department. Dispatcher knowledge of, and exposure to, the Fire Department is very limited. The Insurance Services Organization (ISO) states that they should have five operators on duty, currently there are 2.5. The only system for alerting fire trucks is through a one-channel radio dispatch. He reported that history has proven that firefighters have lost their lives due to the lack of being able to communicate with both dispatch and units on the scene. If calls come in from the northwest section of town, dispatchers now have to notify the county fire dispatch for them, in turn, to dispatch the automatic aid unit. This creates a delay in processing the call. He explained that 911 is answered by the police/fire dispatch managed by the Lodi Police Department. Medical calls are transferred to the American Medical Response (AMR) dispatch center in Modesto. Requests for automatic aid/mutual aid dispatch are given to the San Joaquin County Sheriff's Office for dispatch.

Division Chief Raddigan reported that prior to 1983 there was an extra firefighter assigned to each shift. Following a cost reduction effort, the Fire Department reduced minimum staffing by one on each shift and transferred dispatching functions to the Lodi Police Department. At that time the Fire Department was responding to 990 calls for service per year. Currently they respond to 3,759 calls. He noted that the Regional Center in Stockton has a constant staffing of four with a peak staffing of six.

In Phase I of the proposed participation in the Regional Dispatch Center a T1 line would be installed between the dispatch centers in Lodi and Stockton. The Center would operate Lodi's base radios remotely from that location, with a back up base radio in Stockton, should the T1 line fail. Division Chief Raddigan noted that Delta Wireless technicians have informed them that there are no replacement parts for their current primary dispatch base radio and standby dispatch radio. They do not have a tactical base radio. It would cost \$26,000 to replace the existing radios. There would be a cost of \$6,000 for a new radio for Stockton and \$15,000 for alerting equipment. The estimate on labor is \$21,000. In total, Phase I would cost \$69,000. Phase II would include \$26,000 to purchase a Z-tron System that compresses data and voice on the same line. This system would provide a hard copy at the fire station of all pertinent information needed for

dispatch. The ongoing cost to maintain the system at the Regional Dispatch Center would be \$40,000 a year. This is based on the T1 line rental of \$380 per month, and \$10 per call. Radio maintenance is estimated to be \$1,000 per year. Benefits of participating in Stockton's Regional Fire and EMS Dispatch Center would be to increase dispatchers from 2.5 to 4 and have dispatchers that are dedicated to fire dispatch activities. It would also reduce the workload in the current police/fire dispatch and defer the need for additional personnel.

Division Chief Raddigan reported that the AMR ambulance system will be dispatched countywide from the Regional Center beginning in October 2000. Fire agencies currently being dispatched by the Sheriff's Department will be dispatched from the Regional Dispatch Center in January 2001. Further, Division Chief Raddigan stated that if Lodi does not participate, it will be the only agency outside the Dispatch Center for fire delivery.

Fire Chief Kenley explained that fire service is totally different from police operations. On average the Fire Department receives 10 calls a day and have between 15 to 18 working structure fires per year. Because of the frequency of calls, dispatchers have a good understanding of police operations, but not fire operations. The ability to communicate is of utmost importance for firefighter safety and the ability to handle the fire. Chief Kenley stated that for these reasons fire departments throughout the state are moving to regional dispatch centers.

Chief Kenley emphasized that a dual system will be set up. The Stockton Regional Center will be operating Lodi's equipment. In the event of an emergency, such as opening an Emergency Operations Center (EOC), Lodi would communicate directly from their own dispatch center.

In response to Council Member Land, Police Chief Adams stated that he and the Fire Chief are in agreement about this issue. He explained that currently when there is a large structure fire, the jailer is reassigned to work in the dispatch center. This creates a lack of adequate coverage for the jail. He pointed out that if for any reason the Regional Center did not work out, Lodi could go back to their own system. He stated that the Regional Center would provide more safety for both Fire and Police dispatchers and officers, as well as providing a better level of service to the citizens of Lodi.

Council Member Land asked what the current cost is of dispatching calls to Lodi. Mr. Flynn responded that this information would need to be determined, and indicated that he would provide it to Council when completed.

Chief Kenley reported that as of January 2001 the Sheriff's Department will no longer be dispatching for 17 county fire agencies. Consequently, these agencies are currently trying to contract with the Stockton Regional Dispatch Center.

In reply to Mayor Mann, Division Chief Raddigan stated that a comparable alternative to the Regional Dispatch Center would be to have one dedicated fire dispatcher on duty 24 hours a day. This equates to four or five additional staff members. He reported that the Stockton contract term is for one year and renewable for one year.

Expressing concern about potential rising costs, Mayor Pro Tempore Nakanishi asked if a contract could be negotiated for five to six years.

Mayor Mann stated he was hesitant to make a commitment at this time because construction of a new public safety building with a new dispatch center has been planned. He too expressed concern about the loss of local control.

Chief Raddigan asked Council for direction on whether to continue discussions with Stockton and come back to Council with a specific proposal.

Council Member Land requested that the absent Council Members be briefed on the details prior to coming back to Council with a proposal.

Continued August 22, 2000

Mayor Pro Tempore Nakanishi stated that presently he is opposed to contracting with the Stockton Regional Center. He reiterated his recommendation to determine whether a five-year contract could be negotiated.

D. **COMMENTS BY PUBLIC ON NON-AGENDA ITEMS**

None.

E. **ADJOURNMENT**

No action was taken by the City Council. The meeting was adjourned at 8:16 a.m.

ATTEST:

Susan J. Blackston
City Clerk

Mayor's & Council Member's Weekly Calendar

WEEK OF AUGUST 22, 2000

Tuesday, August 22, 2000

- 7:00 a.m. Shirtsleeve Session. The topic(s) is:
1. Presentation by Central Valley Waste Services regarding Waste Reduction Audits
 2. Presentation regarding the Regional Fire and Emergency Medical Services Dispatch Center

Reminder: Please bring your calendar to review with staff.

Wednesday, August 23, 2000

- 2:00 p.m. Mercy Ship's Civic and Media Reception on board the Caribbean Mercy, Port of Stockton, Rough and Ready Island.
- 2:30 p.m. **Pennino.** CCTC Rail Meeting, City Manager's Conference Room.

Thursday, August 24, 2000

- 5:30 – 7:00 p.m. **Mann.** Chamber of Commerce Ribbon Cutting for the new Wine & Roses Cellar Room, Wine & Roses Country Inn.
- 7:00 p.m. Lodi House -- Desserts for Sponsors, 801 S. Washington Street.
- 7:00 p.m. Special meeting. The topic(s) is:
1. Tour of east side neighborhoods and discussion of City's new program, "Building HOPE (Housing, Opportunities, Pride and Education) in Lodi"

Friday, August 25, 2000

- 5:30 p.m. **Mann and Hitchcock.** Retirement Party for Ron Williamson, Lodi Lake Park, Youth Area.

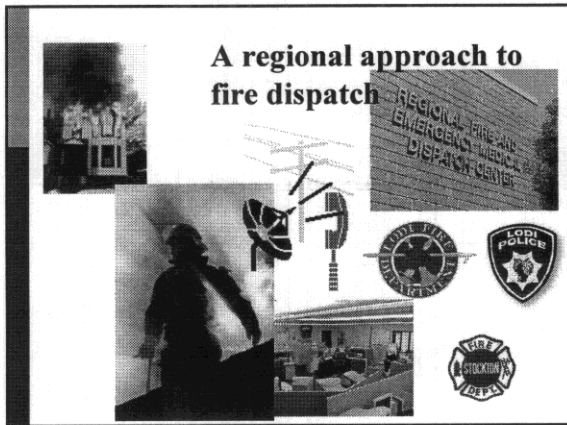
Saturday, August 26, 2000

Sunday, August 27, 2000

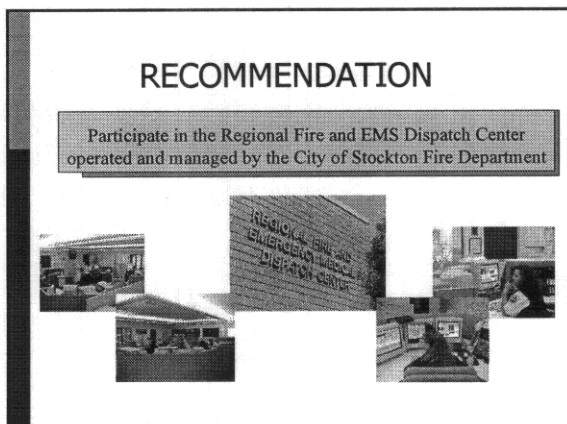
Monday, August 28, 2000

Disclaimer: This calendar contains only information that was provided to the City Clerk's office

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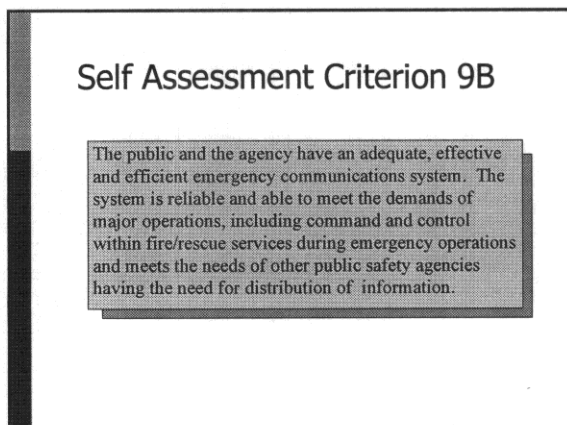


A regional approach to fire dispatch



RECOMMENDATION

Participate in the Regional Fire and EMS Dispatch Center operated and managed by the City of Stockton Fire Department



Self Assessment Criterion 9B

The public and the agency have an adequate, effective and efficient emergency communications system. The system is reliable and able to meet the demands of major operations, including command and control within fire/rescue services during emergency operations and meets the needs of other public safety agencies having the need for distribution of information.

Appraisal

During high traffic incidents such as well involved structure fires and multi-unit police incidents, the staffing of the dispatch center is strained to provide adequate management of both fire and police traffic.

Failure to follow standard procedures for notification of off-duty chief officers, recall of off duty personnel and dispatching other agencies during multiple alarms have caused significant delays in amassing needed personnel and resources in the last year.

The existing dispatch system would be unable to fully meet the demands of a large scale disaster operation

Source: Lodi Fire Department Self Assessment Document (1998)

Plan

Evaluate, develop and implement a communication/dispatch system that adequately address the topics of:

- ➔ Fire/EMD dispatchers
- ➔ Facilities
- ➔ Radio communications between police, fire and public works in major disaster operations
- ➔ Management of police/fire communications functions
- ➔ Training and familiarization of dispatchers with fire department practices and procedures
- ➔ Weekly tests of the emergency call-back system
- ➔ Evaluate and make recommendations on alternative systems for the delivery of fire dispatch services

Source: Lodi Fire Department Self Assessment Document (1998)

Insurance Services Office Grading

Receiving and Handling Fire Alarms

Credit for Telephone Service	1.80	2.00
Credit for Operators	1.50	3.00
Credit for Dispatch Circuits	1.75	5.00
Total Credit	5.05	10.00

- Emergency calls should progress to the business number
- 5 Operators are needed on duty at all times. (Currently 2.5)
- Two alarm dispatch circuits to each fire station
- Radio alarm dispatch circuit should be supervised

Objectives

Improve the reliability of fire emergency dispatch radio equipment
Provide the ability for dispatch to monitor and communicate on the tactical channel
Address ISO deficiencies regarding a second method of transmitting an alarm and dispatch staffing levels
Address the appraisal and plan statements identified in the fire department self-assessment
Improve response and communications with automatic/mutual aid units
Standardize operational protocols county wide
Maintain the ability to provide dispatch functions from the Lodi Police/Fire Dispatch Center

Today's Situation

Fire emergency calls are received by the dispatcher/jailer in the police/fire dispatch center managed by the Lodi Police Department
Medical calls are transferred to a secondary answering point operated by American Medical Response for dispatch of an ambulance
Request for automatic/mutual aid is through the county fire dispatch center managed by the San Joaquin County Sheriff's Office

3 separate dispatch agencies

How Did We Get Here

Prior to 1983

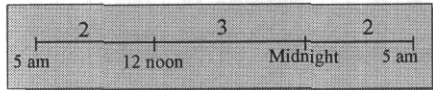
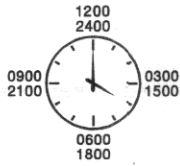
Dispatch was provided by firefighters.

1983

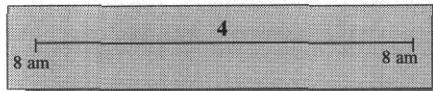
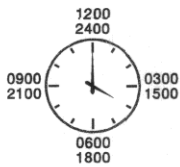
Cost reduction effort - Dispatch was transferred to the police department. Three firefighters were eliminated from the authorized staffing levels.

Calls for service:	1983	1999
Fire	990	3759
Police		Not Available

Staffing Levels - Lodi

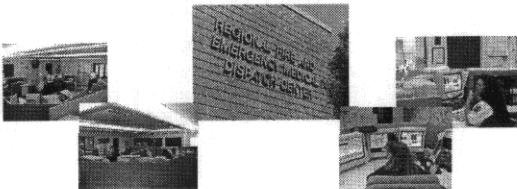



Staffing Levels - Stockton



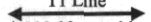
RECOMMENDATION


Participate in the Regional Fire and EMS Dispatch Center operated and managed by the City of Stockton Fire Department





Phase I


T1 Line
\$ 380.00 monthly



Primary Dispatch Base Radio

Stand-by Dispatch Base Radio


Tactical Base Radio

Repeater


Primary Dispatch Base Radio


Alerting (Stockton Equipment)

\$ 26,000.00	Operational Costs
\$ 6,000.00	New Radio
\$ 15,000.00	New Alerting
\$ 48,000.00	
\$ 21,000.00	Labor
\$ 69,000.00	



Phase II


T1 Line



Station 1

Station 2

Station 3

\$ 17,000.00	New Alerting
\$ 9,000.00	Labor
\$ 26,000.00*	

* Add \$ 10,000.00 if existing network equipment is not compatible

Start-Up Costs

Phase I	\$ 69,000.00
Phase II	\$ 26,000.00
Operational Costs	\$ (26,000.00)
Total	\$ 69,000.00

Ongoing Cost

Alerting	\$ 4,500.00
Call Volume	\$ 35,000.00
Maintenance (Incr)	\$ 1,000.00
Total	\$ 40,000.00

Benefits

All objectives being met with an on-going cost of \$ 40,000.00

Increase in the number of dispatchers from 2.5 to 4

Dispatchers are dedicated to fire dispatch activities.

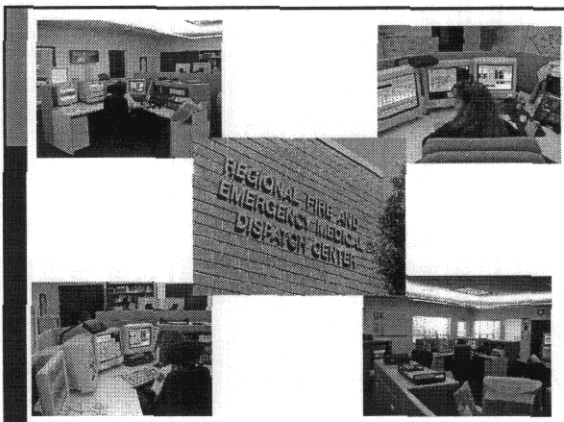
Reduced workload in the current police/fire dispatch center deferring the need for additional personnel

Changes occurring in the county

American Medical Response will be dispatched county wide from the regional dispatch center in October.

Fire agencies currently dispatched by the Sheriff's dispatch center will be dispatched from the regional dispatch center in January.

Other county and city agencies are currently being dispatched from the regional dispatch center.



filed 8-22-00

CITY COUNCIL

STEPHEN J. MANN, Mayor
ALAN S. NAKANISHI
Mayor Pro Tempore
SUSAN HITCHCOCK
KEITH LAND
PHILLIP A. PENNINO

CITY OF LODI

PUBLIC WORKS DEPARTMENT

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(209) 333-6706
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H. DIXON FLYNN
City Manager
SUSAN J. BLACKSTON
City Clerk
RANDALL A. HAYS
City Attorney
RICHARD C. PRIMA, JR.
Public Works Director

August 21, 2000

Business Name
Address
City, CA, Zip

WASTE REDUCTION AND RECYCLING SURVEYS

The City of Lodi requests your participation in a detailed study of Lodi's commercial waste stream. Within the next few weeks, a representative from Central Valley Waste Services, a Waste Management Company (CVWS/WM), will contact you to ask questions regarding your existing waste reduction and recycling programs. The information gathered will remain strictly confidential and will be used only for the purposes of estimating overall waste reduction and diversion activities in the Lodi business community.

By participating in the survey, businesses have the opportunity to find ways to reduce the waste being disposed at the landfills and to reduce your cost through decreased trash removal. Brochures describing waste reduction and recycling techniques will also be distributed. The survey will take approximately 30-35 minutes of your time.

The City, in cooperation with CVWS, has undertaken this study in an effort to comply with a state mandate that requires the City to reduce its waste by 50% by the year 2000. Any information or assistance you can provide during the survey will be greatly appreciated. The completed study will help our community to comply with the state regulations and avoid any fines that may be levied. Since the business community generates approximately 60% of the City's total waste, this study is very important to the success and cost effectiveness of Lodi's waste diversion program.

Should you have any questions regarding this study, please feel free to call CVWS at (209) 369-8274 or the City's Public Works Department at 333-6706.

We appreciate your cooperation with this survey and hope the information you gain through this program will help you use recycling services in ways that can reduce your cost of business while aiding the environment.

Steve Mann
Mayor

filed 8-22-00

CITY OF LODI



Central Valley Waste Services

AB939 Plus

August 22, 2000



WASTE MANAGEMENT

AB939 PLUS

Scope of Work

- Implement a Waste Reduction Program for the City of Lodi businesses.
- Design and implement a public outreach program to increase awareness and participation in source reduction.
- Design, develop and distribute in cooperation with the City, public education materials.
- Conduct special Waste Reduction and Recycling Workshops
- Develop proactive system to target and assist new business that have potential for waste reduction and recycling.



WASTE MANAGEMENT

Central Valley Waste Services

Tonnage Report 1999, City of Lodi

<u>Service Location</u>	<u>Total Tons</u>	<u>Diversion</u>	<u>%</u>
Industrial	35,806.60	24,428.50	68.2%
Commercial	17,764.30	1327.80	7.5%
Residential	25,172.30	12,852.80	51.1%
Transfer Station	4,852.50	1,810.70	37.3%
Buy Back	<u>8,555.10</u>	<u>7,181.70</u>	<u>83.9%</u>
Total	92,150.70	47,601.50	51.7%

Generation of Solid Waste

$$\text{Generation} = \text{Disposal} + \text{Diversion}$$

Disposal:

- Permitted CIWMB Facilities
- Transformation/Biomass

Diversion:

- Source Reduction
- Reuse
- Recycling
- Composting
- Transformation/Biomass
- (For year 2000, under certain conditions)

Source Reduction Defined



California Public Resources Code Section 4096:

“Source Reduction” means any action that causes a net reduction in the generation of solid waste. “Source reduction” includes, but is not limited to, reducing the use of non-recyclable materials, replacing disposable materials and products, reducing packaging, reducing the amount of yard wastes generated, establishing garbage rate structures with incentives to reduce the amount of wastes that generators produce, and increasing the efficiency of the use of paper, cardboard, glass, metal, plastic, and other materials. “Source reduction” does not include steps taken after the material becomes solid waste or actions which would impact air or water resources in lieu of land, including, but not limited to, transformation.

Source Reduction Diversion



Source Reduction “Diversion” at a business may also include the reduction of waste that may be disposed of elsewhere.

Examples:

- Double-sided documents being mailed out

- Reducing packaging which is sent out

- Disposable diapers replaced with cloth diapers.



WASTE MANAGEMENT

General Description of a Waste Reduction and Recycling Audit Program



1. On-Site Technical Assistance
2. Distribute CIWMB and Local Jurisdiction Waste Reduction and Recycling Literature
3. Promote “Buy Recycled”
4. Existing Diversion Quantification / Evaluation
5. Additional Potential Diversion
 - Recommendations
 - Quantification
 - Implementation
6. Follow-Ups as Required (1 month – 1 year)
7. Identification of Exemplary Programs for Local and CIWMB WRAP Awards
8. Assist Business to Complete WRAP Forums and Develop Environmental Policy
9. Provide Follow-Up, Data Verification, Additional Assistance if Required
10. Document “Peer Match” Models

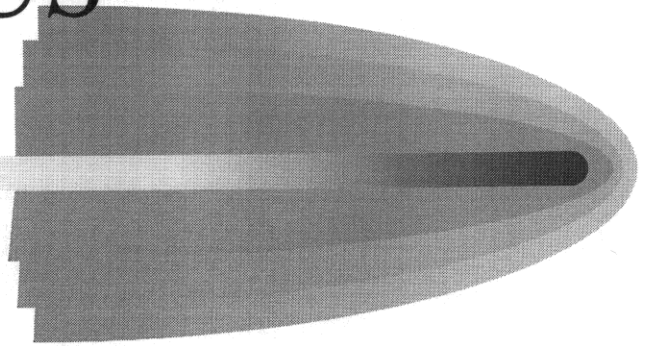
Conclusion



Why implement AB939 Plus?

- Reach 50% State required recycling goal.
- Helps plan long-term waste diversion/disposal practices for City of Lodi.
- Establish new base generation study for City of Lodi.

CITY OF LODI
AB939 PLUS



WASTE MANAGEMENT